



**CITY OF SAN DIEGO
POLICE RECRUIT WRITTEN EXAMINATION
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FIRST QUARTER

THE CITY OF SAN DIEGO POLICE RECRUIT WRITTEN TEST AND PHYSICAL ABILITY TEST WILL BE GIVEN ON THE FOLLOWING DATES, AT THE TIME AND LOCATION SPECIFIED. THESE TESTS ARE TYPICALLY GIVEN OVER A TWO DAY PERIOD (WRITTEN TEST ON FRIDAY AND PHYSICAL ABILITY TEST ON SATURDAY) AND APPLICANTS ARE EXPECTED TO COMPLETE BOTH DAYS OF TESTING. THEREFORE, WHEN SELECTING A TEST DATE, MAKE SURE TO ALLOW FOR TESTING ON BOTH DAYS AS YOU CANNOT CONTINUE IN THE PROCESS UNTIL YOU SUCCESSFULLY COMPLETE BOTH TESTS. **ENTRANCE TO THE WRITTEN TEST IS ON A FIRST COME-FIRST SERVED BASIS ONLY.** ONCE ALL SEATING IS FILLED, PERSONS WILL BE TURNED AWAY.

TEST DATES

WRITTEN TEST

January 27, 2006
February 10, 2006
March 3, 2006
March 17, 2006

AND
AND
AND

PHYSICAL ABILITY TEST

January 28, 2006
February 11, 2006
March 4, 2006
March 18, 2006

WRITTEN TEST TIME AND LOCATION

8:30 AM - BALBOA PARK CLUB (BALLROOM)

2150 WEST PAN AMERICAN ROAD
SAN DIEGO, CA 92101

(This is in Balboa Park, off Presidents Way)

PHYSICAL ABILITY TEST TIME AND LOCATION

6:00 AM - LAW ENFORCEMENT REGIONAL TRAINING CENTER

MIRAMAR COLLEGE
10440 BLACK MOUNTAIN ROAD
SAN DIEGO, CA 92126

(Behind the tennis courts)

NOTE: THESE TEST DATES ARE SUBJECT TO CHANGE, WITHOUT NOTICE. Prior to attending, you should verify your test date via the internet at www.sandiego.gov/empopp (refer to the "Open Job Opportunities" listing, select "Safety Services", locate the Police Recruit title, select "Yes" for application material and select the appropriate quarter listing); or contact the City of San Diego Testing Office at (619) 236-6358 (M-F 10:00a.m.– 5:00p.m.).

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FIRST QUARTER

WRITTEN TEST INFORMATION

- Allow approximately 5 ½ hours for the application and examination process.
- Bring a driver's license or other official identification with your picture and signature. Know your Social Security Number.
- Parking is available at your expense. Note: Once the test begins, no one may leave to pay additional parking fees.
- If you have previously passed the current Written Test #T2287 AND have expired from the Police Recruit Eligible List, call (619) 236-6358 regarding a waiver for this test.

MINIMUM REQUIREMENTS

IMPORTANT: You must meet the minimum requirements listed below at the time you apply and take the Police Recruit Written Examination, unless otherwise indicated.

CITIZENSHIP: U. S. citizenship or permanent resident alien who has applied for U. S. citizenship prior to employment application date.

MINIMUM AGE: 20 years and 6 months on the date you apply and take the Police Recruit written test.

EDUCATION: Graduation from a high school located in the U. S. or a U. S. territory; or passage of the High School Proficiency Exam or G.E.D.; or a two or four year degree from a U. S. accredited college or university.

TYPING SKILLS: A typing certificate must be submitted to the Police Department during the *Background Investigation Process* that documents your ability to type at a corrected speed of 30 words per minute on a typewriter or computer keyboard. Typing tests are available at the West City Center (619) 221-6973, and at the Centre City Skills Center (619) 388-4600.

Applicants with disabilities who require special testing arrangements should call (619) 236-6358 prior to the test date. This information is available in alternate formats upon request.

THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT • "WORKING HARD TO KEEP SAN DIEGO WORKING"

The City of San Diego has an active Equal Opportunity Program and vigorously supports workplace diversity. Applicants with disabilities who require testing accommodations may call (619) 236-6358. To obtain this information in alternative formats, persons with disabilities may call (619) 236-6467 or for TT (619) 236-6776.

APPLICANT INFORMATION

APPLICATION INFORMATION

Application materials must be received at the Employment Information Center NO LATER THAN 5:00 P.M. ON THE FINAL FILING DATE. Postmarks as proof of meeting the final filing date are not accepted. If you are returning your application via the U.S. Postal Service, you should use "Certified Mail-Return Receipt Requested" to provide verification of timely delivery. Do not send applications via interoffice mail.

1. Starting salaries will be determined by the hiring department.
2. The hiring department with a vacancy will contact and interview eligible candidates as needed. All candidates may not be contacted. The final selection and offer of employment is made by the hiring department, not the Personnel Department.
3. Unless otherwise stated, relevant experience may be substituted for education.
4. Eligible lists may be used on a periodic basis. As such, lists may not be used for several months. Eligible lists may be extended by the Civil Service Commission.
5. Examination requirements and processes may be revised.
6. Experience, education, and all other information provided by an applicant orally or in writing are subject to verification.

FALSIFICATION: Any misrepresentations or false statements during or after the employment process may be cause for disqualification or dismissal from employment.

GENERAL REQUIREMENTS

Requirements must be met at time of application unless otherwise stated.

The minimum age for most full-time employment is 18, unless you are 17 and a high school graduate. You must have the legal right to work in the U.S. or have U.S. citizenship. Persons hired must present acceptable proof of identity and the legal right to work in the United States and the authenticity of the documents must be verified before starting work. After hire, you will be required to sign a loyalty oath and may be required to live in San Diego County.

A CITY MEDICAL EXAMINATION including drug screening and documentation of medical history, may be conducted following a conditional offer of employment or promotion. Medical condition must enable the applicant to perform the essential duties of the position.

The City of San Diego is committed to a drug and alcohol free workplace.

THE CITY OF SAN DIEGO SUPPORTS WORKPLACE DIVERSITY and does not discriminate on the basis of race, sex, age, ancestry, national origin, political/religious affiliation, sexual orientation, AIDS or HIV status, cancer, or non-job related physical/mental disability. The City is committed to making its jobs, programs, and services accessible to all persons and complies with all ADA non-discrimination requirements in its employment practices.

A CONVICTION RECORD FORM must be submitted before hire. On it you must list all criminal convictions you have had. A criminal record is not necessarily a basis for disqualification from City employment. Each applicant's conviction record will be evaluated on a case by case basis considering the type and seriousness of the crime, how much time has elapsed, and the nature of the job.

EMPLOYEE BENEFITS

City Employees may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, and other benefits.

Benefits may change due to employer-employee contract negotiations.

REQUIREMENTS FOR PROMOTIONAL EXAMINATIONS

1. Current City employment, or currently on a Re-employment List or Leave of Absence.
2. Six months of continuous City employment in the Classified Service immediately prior to the application closing date or, if no closing date is specified, by date of application filing (exceptions: Persons recently hired from Re-employment Lists, and employees in the Unclassified Service if the employee has six months in the Classified Service with no break in service, prior to becoming an Unclassified employee).
3. Most recent performance evaluation in your current City classification must be other than "Unsatisfactory".

The provisions of this bulletin do not constitute an expressed or implied contract.

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